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SELECTMEN'S MEETING MINUTES

December 22, 2020

Ms. Pitt stated, as Chairman of the Marlborough Board of Selectmen, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 Pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Let's start the meeting by taking a roll call attendance. When each member states their presence, please also state whether there is anyone in the room with you during the meeting, which is required under the Right-to-Know law.

Roll call attendance:

Chairman Pitt	Yes – Present on conference call	No one else in the room
Selectman Paight	Yes – Present on conference call	No one else in the room
Selectman Nelson	Yes – Present on conference call	No one else in the room

The meeting was called to order at 5:00 pm. Also present in the Zoom meeting were Ellen Smith, Town Administrator and DPW Director Craig Cashman.

There were several complaints about snow removal during the last storm. Mr. Cashman explained that at the rate it was snowing they were unable to keep up. They need to stick to their plow routes which does not allow them to pick up the plows and drive across town to address specific areas. There were a few minor equipment issues.

The Board noted that the sidewalks look great. Mr. Cashman has a call into the NHDOT about the possibility of using the jug handle as a snow dump. He is also going to meet up with David Fairfield and Selectman Nelson to see if there is an appropriate area in the cemetery on Granite Street that can be utilized.

Mr. Cashman left the meeting at 5:25 pm and Water/Sewer Operator Justin Frazier joined.

Mr. Frazier received several quotes for a line locator. He is recommending the Metrotech multi frequency line locator at a cost of \$4,696, the company will also provide training. Selectman Paight moved and Selectman Nelson seconded a motion to purchase the recommended line locator, vote to approve was unanimous.

The two required bacteria tests on the final part of the water main on Water Street came back clean so the line will be put in service tomorrow. The horizontal directional drilling under the brook went better than expected.

Mr. Frazier left the meeting at 5:35 pm.

At 5:45 pm, Tom Weller and Charles Michal of Weller & Michal Architects, Inc, joined the meeting as did Bob Sweet. The Board will now be the point of contact for the Frost Free Library Addition and Renovation Project. The group discussed the current status of the project as well as next steps. The architects said that their schedule was tight until the end of January. They said that a reasonable timeframe in which to get the schematic plans developed into bid documents was one to two months. The bidding would be done over the winter, Town Meeting on March 9, 2021 will hopefully result in permission granted to move forward with construction.

The Board of Selectmen had the AIA contract reviewed by PRIMEX, which is standard procedure. Those markups made it to the architect who has passed them on to their insurers for review. The Town should hear back next week.

Doug Hamshaw joined at 6:02 pm as did an unidentified "Frost Free Library Benefactor".

Mr. Weller explained that they would need to work to modify the contract for public bid. Mr. Michal hoped to get back to the Board with a calendar, some initial contract language and a fee proposal next week.

Chairman Pitt reiterated to the group that all communication with the architects should flow through Selectman Paight as Chairman of the Building Advisory Committee, this will help avoid chaos and unnecessary expenditures. She went on to say that the Board of Selectmen sign any and all contracts moving forward. Full size plans will be made available through Gem Graphics for Committee Members.

Selectman Paight asked for some clarification as to the change in fees as a result of this being a public bid process, the architects estimated an additional \$10,000 - \$15,000.

There was some discussion about "in-kind" donations and that those generous donors will need to reveal what specifically they intend to donate for services. Bob Sweet mentioned that they would need specifications before the donors would know details such as painting and finish woodworking.

Mr. Weller thought it would be possible to break ground in late spring 2021. The underground waterway was mentioned and Mr. Weller confirmed that the Dubois & King email will be shared with their structural engineers. The group left the meeting at 6:30 pm leaving the Board of Selectmen and Town Administrator.

Selectman Paight moved and Selectman Nelson seconded a motion to approve Matthew Patnode's request to carry forward 80 hours of unused vacation time to 2021, vote to approve was unanimous.

Chairman Pitt moved and Selectman Nelson seconded a motion to abate a penalty on Map 05-044, vote to approve was unanimous.

Selectman Paight moved and Selectman Nelson seconded a motion to approve TA Smith's request to carry forward 80 hours of unused vacation time to 2021, vote to approve was unanimous.

Selectman Nelson moved and Selectman Paight seconded a motion to approve the meeting minutes of December 17, 2020 and December 21, 2020, vote to approve was unanimous.

Selectman Paight moved and Selectman Nelson seconded a motion to approve the December 24, 2020 Accounts Payable Register in the amount of \$21,093.53, the Payroll Check Register in the amount of \$6,385.54 and the Direct Deposit Register in the amount of \$15,916.64, vote to approve was unanimous.

Selectman Nelson moved and Selectman Paight seconded a motion to adjourn the meeting at 7:20 pm, vote to adjourn was unanimous.

Respectfully submitted

Ellen Smith, Town Administrator